

## Assumed Requirements for development of proposed SB 473 Land Use Entities:

- Detailed design, development, and estimate
  - Meeting(s) with customer
    - Review business entity specifications
  - Analyze, define, and document new process requirements
  - Meeting(s) with customer
    - Review/refine requirements
- Online process:
  - Add a new business entity type to the SOS mainframe database:
    - Full set of new online business entity screens
      - Menu Request screen
      - Add, Change, Delete, and Inquiry screens
        - Demographic and statistic screen(s)
          - Business entity name
          - Owner name
          - Owner address
          - Registered agent association
          - Dates and statuses
          - List of conservation easements
        - History screen
    - Name Search screens updated for lookup of new business entity type
    - CICS Module real time interface with BEAR and BES web applications
      - Provide extract of new business entity types
    - Update codes as necessary for new business entity including but not limited to activity, statute, type, purpose, and element change codes
    - New data requirements scenario:
      - Additional mainframe database record(s) and/or data element(s) requiring possible recompiling modules that otherwise would not require code changes.
  - Update current processing for integration of information
    - Registered agent selection/update
- Batch process:
  - Create new processing for:
    - Annual Report
    - Notice Processes
      - Pending revocation of qualification
      - Revocation of qualification
      - Notification of other interested agency of revocation of qualification?
    - BEAR and BES web applications interface extracts
    - Extract/reports that other state agencies may require due to the nature of the "conservation easement" (State Lands, DOR, ?)
  - Update current processing for:
    - BEAR web application annual report interface edit and update processing
- Testing:
  - NGC unit testing
  - Support testing with MI
    - Extracts and interface
  - Support customer testing
    - Online
    - Batch

High Level Estimate:

- Estimate:
  - 120 hours
- Online:
  - 1500 hours
- Batch:
  - 400 hours
- Testing:
  - 150 hours
- **Total:**
  - **2170 hours**

Disclaimer: This is strictly a high level estimate and any project that results from passage of this legislation will require in-depth analysis, review, and time estimates.

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the assigned Agency project manager. No payment of travel expenses will be made to Contractor for routine travel to and from Agency's location. Contractor shall provide a detailed itemization of expenses and time spent on specific tasks as requested by Agency. The amount reimbursed to Contractor is included in calculating the "not to exceed" amount specified above.

#### **Contractor Staff, Roles and Responsibilities**

Northrop-Grumman provides maintenance, support and enhancement of systems as instructed and directed by SOS Management. Staff hourly rates will be:

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Scott McRae	Systems Analyst	\$111 per hour in 2008	\$114 per hour in 2009
<del>Sue Cullen</del>	Senior Programmer/Analyst	\$97 per hour in 2008	\$100 per hour in 2009
<del>Kami Peet</del>	Programmer/Analyst	\$74 per hour in 2008	\$76 per hour in 2009

#### **SOS Staff, Roles and Responsibilities**

Mark Van Alstyne, SOS IT Manager, will oversee management of systems development. Tana Gormely, Business Services Deputy, will provide project management and task management of the aforementioned systems.

#### **Additional Terms and Conditions Specific to this SOW**

~~This effort will be the responsibility of Northrop-Grumman to complete in the timeframe allotted.~~ Work will be done on a Time and Materials basis, and will be scheduled based on Secretary of State's Office requirements and direction.